

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
October 13, 2015 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Albert Vertefeuille, Chairman	Lori Jahoda
	James Mello, Vice Chairman	Jason Nowosad (7:45 p.m.)
	Sandra Tremblay, Secretary	Donna Skaats
	Keith Wentworth	Bert Bosse

**ABSENT:** Stephen Nelson

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, James Apicelli, LMHS, Principal, Andrew Gonzalez, LES Principal, Cheryl Biekert, Director of Pupil Services, Ann Birell, Assistant Principal LMHS, Jacques DuLac, Director of Information Technology, Don Neel, Business Manager, Kevin French, Director of Facilities, Kathleen Smith teacher, Jeannette Picard, teacher

**I. CALL TO ORDER**

Albert Vertefeuille, Chairman called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

**II. CELEBRATION OF EXCELLENCE**

1. Eastern Regional FFA Winners

Principal Apicelli introduced Lily Barton and Abby Christina who had participated recently in the Big E. Savannah Hoy who was not present tonight was also part of the team who had presented. They will be attending the Nationals in Kentucky. Principal Apicelli discussed their presentation. Abby Christina noted that not all states have teams. Their presentation included information on a business plan, goals, and budget. They have a maximum of 15 minutes to do their presentation followed by questions by a panel of judges. They are competing as seniors. Principal Apicelli discussed the other student participants. Our district has the most students with and American Degree in Connecticut. The Board congratulated the students and refreshments were enjoyed by all.

**III. COMMUNICATION**

None

**IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300**

Public participation – 30 minutes; Individual speaker – 2 minutes.

None

**V. CONSENT AGENDA/DISCUSS AND ACT UPON**

A. Approval of minutes

1. Physical Plant/Facilities Subcommittee – 9/8/15

2. Goals/Strategic Planning Subcommittee – 9/8/15
3. Regular Meeting - 9/8/15
4. Special Meeting – 10/8/15
5. Budget Transfers

**Motion by S. Tremblay and seconded by B. Bosse to accept the Consent Agenda as presented. Motion passed unanimously.**

## **V. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – no report.
2. Communications Subcommittee – no report.
3. Curriculum Subcommittee – no report.
4. Transportation Subcommittee – no report.
5. Goals/Strategic Planning Subcommittee – J. Nowosad reported they have volunteers, still working on goals.
6. Negotiations Subcommittee – no report.
7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee – J. Mello reported that the line striping and paving have been done at all three schools. Also the lines for handicapped spaces and stop lines have been done.
9. Superintendent's Evaluation Subcommittee – S. Tremblay reported they had met tonight and are working on a form for goals for the Superintendent. The draft document was distributed by Superintendent Angeli and discussed. The Core Beliefs were taken from the District Web Site. The four other areas; District/Superintendent Leadership Theory of Action, Collaboration and Expectations, Developing Leadership Capacity, Use of data to inform Instruction and Professional Development were discussed. The creating of Learning Walks was discussed. There is a need for Professional Development for all groups in the district. K. Wentworth would like to have evidence indicators in the document. Indicators that have a yes or no; meeting or not meeting goals. It would be easier for the public to read the document. A. Vertefeuille noted that will be in the final document. B. Bosse noted that the final document needs to have something concrete. J. Nowosad noted that some of the questions are more complicated than a yes or no. K. Wentworth noted the document needs to be fair to the Board. Superintendent Angeli explained the statements and evidence. K. Wentworth asked to find measurable goals. J. Nowosad noted this is a starting point. It will be discussed with administrators and reviewed at the subcommittee then brought back to the Board.

## **VII. ADMINISTRATOR'S REPORTS**

Principal Gonzalez added comments to his report regarding a presentation done by Monique Dudar. The program is a Buddy Bench, and he thanked all the students who have participated.

Principal Apicelli reported that soccer and girls volleyball had games tonight. The Dig Pink volleyball game is tomorrow.

## **VIII. STUDENT REPRESENTATIVE'S REPORT**

A. Vertefeuille introduced Student Representative Andrew Zemantic. Andrew reported that the FFA chapter has had many activities. Senior projects are being presented. The Power of Words, and anti-bullying program is being worked on for presentation. The PSAT will be given

tomorrow. On October 29<sup>th</sup> there will be a United Nations model where Lebanon will represent Lithuania. The Importance of Being Earnest will be the fall play this year.

## **IX. REPORT OF SUPERINTENDENT**

### **1. Enrollment**

Superintendent Angeli reported that the enrollment is 50 less than last year at 1,057. There are ten less attending magnet schools. The out of town VOAG is included in enrollment. There are approximately 95, half of which are out of town. J. Mello noted that there are decreases in enrollment state wide. Superintendent Angeli noted that only Fairfield and Wallingford enrollment had bumped up across the state. A. Vertefeuille noted that colleges and universities also have decreases in enrollment.

### **2. 2015-2016 Budget**

D. Neel is comfortable with where we are so far. Salaries are close to what was budgeted. Health insurance rates were lower than expected. The Magnet School account has \$30,000.00 left in it. Unemployment is over budget. The billing for diesel is the price per gallon. Veronica has been great to work with this year. J. Mello questioned the Excess Cost Reimbursement. D. Neel explained the formula that is used. It depends what cities and towns put in. We received 83% last year. A. Vertefeuille discussed the book line items, nothing has been spent but it is not encumbered. Superintendent Angeli reported that we have two new librarians and it is anticipated that line item will be spent. Principal Gonzalez noted that some books are in a unit that may not be needed until later in the year. Superintendent Angeli will follow up with administrative team, not all curriculum have been revised. J. Mello noted athletic supplies has not spend money as of yet. If it is in the budget, why not spent yet.

### **3. Food Service Update**

There is good news from Chartwells. Sales are up in every category this year. Sales are up and expenses are down. A deli bar at the high school will be opening. There still will be expected shortages, have budgeted for the loss. Superintendent Angeli reported that an e-mail had been received from the State regarding contract amendments. An RFP can be done for next year.

### **4. Special Education billing for services**

Superintendent Angeli distributed information regarding how much is billed out. This information could be used to identify individual students in this presentation format so it is FRPA protected. The total budget is \$273,652.84 which is collected by the Town. This question was asked at last month's meeting regarding authorizing a new Special Education teacher. Anticipate increased revenue from out of town students. B. Bosse questioned if the number will be reduced. Superintendent Angeli the decrease is not really that large. C. Biekert noted that is a moving target. A student can be added or excused at any time. Principal Apicelli noted that there have been Special Education students coming into VOAG this year. Superintendent Angeli discussed the contracts with the other towns and how we bill.

### **5. Superintendent Angeli discussed that he has met with Town officials regarding the proposed Verizon cell phone tower. There is a flu clinic on October 15<sup>th</sup> from 2:30 – 4:00. Saturday there will be a dedication of Bailey's Garden at 4:30. The rain date is October 24<sup>th</sup>.**

## **X. EXECUTIVE SESSION**

**Motion by A. Vertefeuille and seconded by B. Bosse to enter into Executive Session at 8:50 p.m. to discuss a personnel matter and to invite the Superintendent to participate. Motion passed unanimously.**

Return to regular session at 9:25p.m.

**Motion by B. Bosse and seconded by Jim Mello to add Number 3 to Action Items. Discuss and Act on Personnel Matter. Motion passed unanimously.**

**XI. ACTION ITEMS**

1. Award bid for north wall insulation at Lyman Memorial High School

Kevin French discussed all the steps that would go into this installation of foam insulation and spraying of fire resistant paint. This is the area in the front of the school, offices, storage, atrium and the weight room. They will cover all contents with dust covers. Clean all floors and walls of dust and debris until completion. The cost is \$12,500.00.

**Motion by J. Mello and seconded by J. Nowosad to award the bid for the north wall insulation at Lyman Memorial High School to Tanglewood Builders, LLC in the amount \$12,500.00. Motion passed unanimously.**

2. Disposition of letter to Board of Finance  
Al Vertefeuille, Chairman distributed letter created by Al Vertefeuille, Jim Mello and Superintendent Angeli addressed to the Honorable Joyce Okonuk regarding Board of Education Funds.

**Motion made by J. Mello and seconded by B. Bosse to send the presented letter to the Honorable Joyce Okonuk. Discussion: Jason Nowosad called the question.**

**Vote: Yes – D. Skaats, S. Tremblay, J. Mello, L. Jahoda, B. Bosse.**

**Vote: No – J. Nowosad, K. Wentworth. Motion passes.**

3. Discuss and Act on Request of Personnel:

**Motion made by J. Nowosad and seconded by B. Bosse to approve request by staff member to extend pay and insurance no more than 30 working days. Motion passed unanimously.**

**XII. NEW BUSINESS/ ITEMS FOR NEXT AGENDA**

**XIII. ADJOURNMENT**

**Motion by S. Tremblay and seconded by Donna Skaats to adjourn the regular meeting at 9:55 p.m. Motion passed unanimously.**

Submitted by,

Kathleen E. Chapman

Board Clerk